



**2017 TAMPA DOWNTOWN SPECIAL SERVICE DISTRICT (SSD) GRANT  
Storefront and Sidewalk Café Grant Program**

Purpose: The purpose of the Tampa Downtown Storefront and Sidewalk Café Grant Program is to create a more attractive pedestrian atmosphere, and commercially vibrant environment through street level store front improvements and inviting sidewalk café settings.

I. **Award Information:**

This grant program is administered on a **reimbursement basis**. The funds will be provided to the organization upon presentation of receipts to the Tampa Downtown Partnership. The maximum amount a storefront improvement project can receive, based on review and approval by a subcommittee appointed by the Special Services District (SSD) Advisory Committee, is 50% of the total improvement project budget, with a maximum of \$5,000.00 (for applicable expenses). Funds from this program can be used for store front or sidewalk café improvements only. Applicants should be prepared, if requested, to make a presentation to the subcommittee. Awards are considered on a “first-come, first-serve” basis. Approval can take up to 30-60 days from date of submission.

II. **What Can the Grant Funds Be Used For:**

The following projects on ground floor storefront properties qualify for the grant. The grant may be used for design, labor, materials, and/or permitting fees related to:

- ✓ Awning and/or signage
- ✓ Lighting
- ✓ Permanent or semi-permanent fixtures for display window
- ✓ Storefront façade repair work: painting, glazing woodwork, etc.
- ✓ Sidewalk café furniture and/or umbrellas
- ✓ Sidewalk café landscaping
- ✓ Sidewalk café signage
- ✓ Sidewalk café fencing/barriers
- ✓ Sidewalk café trash receptacles



IV. **Restrictions:**

- A. Property may not exceed the grant cap within a two year period from the time of the previous award.

V. **Instructions for Completing Application:**

Grant is administered as a reimbursement upon completion of project and receipt of paid invoices; project completion and receipt submittal must be accomplished within a six month deadline from time of grant approval.

1. Application must be legible and completed in full on the official application, not on a separate form (unless additional space for completion is necessary). An online PDF copy of the application is available. Visit the Tampa Downtown Partnership's website, [www.tampasdowntown.com](http://www.tampasdowntown.com) and click on "The Partnership" and then "Services/Programs" to download the application.
2. Supporting documentation to include renderings and price quotes, and detail of full cost of project.

Applicants are encouraged to submit their applications as early as possible, as the approval process is based on a first-come, first-served basis. Grant application must be submitted before September 30, 2017.

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**DELIVER APPLICATION TO:**

**Tampa Downtown Partnership  
400 N. Ashley Drive, Suite 2125  
Tampa, FL 33602**

**Or email to:**

**Ashly Anderson at [aanderson@tampasdowntown.com](mailto:aanderson@tampasdowntown.com)**

**Questions:**

**Phone: 813-221-3686**

**[www.tampasdowntown.com](http://www.tampasdowntown.com)**



## **2017 Storefront and Sidewalk Café Grant Application**

### **INSTRUCTIONS**

This application must be written legibly and completed in full on the official application. Please complete each section of the application. Read each question carefully and respond in the space provided. Inquiries for the Tampa Downtown Partnership Storefront and Sidewalk Cafe Grant Application should be directed to Ashly Anderson at (813) 221-3686 or via email at [aanderson@tampasdowntown.com](mailto:aanderson@tampasdowntown.com)

**Today's Date:** \_\_\_\_\_

**Ground Floor Business Name:** \_\_\_\_\_

**Ground Floor Business Address:** \_\_\_\_\_

**Funds Requested** (Max Request is 50% of total project budget or \$5,000.00): \_\_\_\_\_

**Expected Project Start Date:** \_\_\_\_\_ **Expected Project Completion Date:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_ **Email address:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Is the applicant the property owner? Yes** \_\_\_\_\_ **No** \_\_\_\_\_

*If the answer is no, your application will also need to be signed by the property owner.*

**PROJECT INFORMATION:**

**Type of Project:** Sidewalk Cafe \_\_\_\_ Storefront Awning or Signage \_\_\_\_ Storefront: Other \_\_\_\_

**A. Describe project (attach renderings).**

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**B. Describe the expected economic impact this project will have on your business.**

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**C. Proposed Expenditures.** List specifically how TDP grant funds will be used. It is important to list all possible items the grant may be used for. Expenditures not identified in the application process and at the time of approval cannot be added at a later date. Allowed expenditures include materials, labor, and permitting costs.

**Proposed Expenditures**

DESCRIPTION OF EXPENDITURES	ALLOCATED EXPENSES		
	TDP Grant Expenses	Other Expenses	Total
<b>Total Budget:</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

**CERTIFICATION**

***I hereby certify that the information included in this application is correct.***

Applicant Name: \_\_\_\_\_  
(print)

\_\_\_\_\_  
(sign\*)

Business Name: \_\_\_\_\_  
(print)

Title: \_\_\_\_\_  
(print)

Date: \_\_\_\_\_

**If the applicant is not the property owner, the property owner acknowledges and approves of the tenant's project as described within this application by signing below:**

Property Owner Name: \_\_\_\_\_  
(print)

\_\_\_\_\_  
(sign\*)

Title: \_\_\_\_\_  
(print)

Date: \_\_\_\_\_

***\*By signing above, I understand and acknowledge that this application is potentially subject to Florida's public records laws. Therefore, I recognize that this application and any documents presented to the Tampa Downtown Partnership regarding this application for grant funding purposes may be supplied upon request to any parties that request copies.***